

**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS**  
**Administration Committee Minutes**  
**August 1, 2002**

**THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE ADMINISTRATION COMMITTEE. AUDIO CASSETTE TAPES OF THE MEETING ARE AVAILABLE FOR LISTENING IN SCAG'S OFFICE.**

The Administration Committee held its meeting at SCAG offices at 818 W. 7<sup>th</sup> Street, 12<sup>th</sup> Floor, Los Angeles.

**1.0 CALL TO ORDER**

Supervisor Jon Mikels called the meeting to order at 9:00 a.m.

**2.0 PUBLIC COMMENT PERIOD**

No public comment.

**3.0 CONSENT CALENDAR**

It was MOVED (Bev Perry), SECONDED (Ron Bates), and UNANIMOUSLY approved.

**3.1 Approval Items**

3.1.1 Minutes of the May 2, 2002 Meeting

3.1.2 Contracts

New Contracts

- Center for the Continuing Study of Southern California Economy

3.1.3 DBE Goal & Methodology

**3.2 Receive & File**

3.2.1 SCAG Legislative Matrix 2001-2002 Session

3.2.2 Contracts/Purchase Orders \$5,000 & \$25,000

- Ametron Audio/Video
- Caliper Corporation
- Dell Marketing
- Jeskell, Inc.
- Sheraton Universal

3.2.3 Conflict of Interest Listing

3.2.4 Travel Demand Model Work for RCTC

### **3.3 Executive Committee Report**

The Executive Committee reviewed and approved the following items:

#### **Consent Calendar**

- Sponsorship of 2002 Governor's Environment & Economic Awards Program
- Sponsorship of UCLA Arrowhead Conference in the amount of \$5,000
- Subregional Consultant Contract (Public Financial Management)
- 2001-2002 Legislative Summaries
- Sponsorship of California Legacy Project Workshops (Approve name-only sponsorship – no cost to SCAG)

#### **Action Items**

- Subcommittees & Task Force Appointments
- Audit Appeal Response; Amendments 3 & 4
- Status of 2002-2003 Overall Work Program
- Kern County Memorandum of Understanding
- Amend SCAG Building lease

## **4.0 ACTION ITEMS**

### **4.1 Administration Committee Report**

#### **Committee Meeting Scheduling & Conflicts**

Jon Mikels, Chair, stated there is apparently a conflict between a League of California Cities meeting and the next Regional Council meeting in October.

It was decided that the Regional Council meeting would remain as scheduled for October.

## **5.0 INFORMATION ITEMS**

### **5.1 Monthly Financial Report (May and June)**

Bert Becker (Chief Financial Officer) presented this item.

### **5.2 Update on Caltrans Audit**

Bert Becker (Chief Financial Officer) presented this item.

5.3 Update on Audit Resolution Plan

Bert Becker (Chief Financial Officer) presented this item.

5.4 2002-2003 Budget & Contract Report

Bert Becker informed the Committee that as of July 1, 2002, he is now responsible for the Contracts Division.

**6.0 COMMENT PERIOD**

No comments presented.

**7.0 ADJOURNMENT**

Supervisor Jon Mikels adjourned the meeting at 9:32 a.m.

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Bert Becker, Chief Financial Officer  
Staff to the Administration Committee

**Committee Members Present:**

Mayor William Alexander  
Mayor Pro Tem Ron Bates  
Councilmember Hal Bernson  
Councilmember Richard Dixon  
Mayor Ron Loveridge  
Supervisor Jon Mikels  
Councilmember Bev Perry  
Mayor Ron Roberts  
Councilmember Sidney Tyler  
Councilmember Toni Young

City of Rancho Cucamonga  
City of Los Alamitos  
City of Los Angeles  
City of Lake Forest  
City of Riverside  
County of San Bernardino  
City of Brea  
City of Temecula  
City of Pasadena  
Port of Hueneme

**Committee Members Absent:**

Mayor Pro Tem Lee Ann Garcia  
Supervisor Judy Mikels  
Councilmember Bea Proo

City of Grant Terrace  
County of Ventura  
City of Pico Rivera

**Staff Present:**

Bert Becker  
Ralph Levy

Chief Financial Officer  
Manager, Budget & Grants

**Others Present:**

Jeff Lustgarten  
Zahi Faranesh  
Catherine McMillan  
David Sosa  
Phyllis Winger  
Bob Yousefian

Cerrell Associates  
SCAG  
CVAG  
Caltrans  
Councilman Bernson's office  
Glendale